



MOSQUITO CONTROL DISTRICT

Board of Trustees Meeting Minutes

January 24, 2006 7:00 PM

Clark County Health Department
Center for Community Health – Room A332
1601 E. Fourth Plain
Vancouver, WA

1.0 – OPENING OF MEETING

1.1 Call to order

Meeting called to order at 7:00pm by Board President, Mark Rees.

1.2 Roll call

Members present: Michael Ciraulo, Linda Dietzman, Randall King, Raul Moreno, Mark Rees, Roger Seekins, Kevin Weir, Joe Warren.

Others present: Jonnie Hyde, Steve Kessler, Joanne Roberts, John Wiesman

1.3 Review / approval of minutes

Motion made to approve minutes as presented; minutes received approval.

1.4 Review / approval of agenda

Agenda approved as presented.

2.0 – RECOGNITION OF VISITORS

2.1 **Introductions** - No citizen visitors were present; Jonnie Hyde, Public Health Services Manager for the Health Department was introduced by John Wiesman.

2.2 **Citizen Comments** – none.

3.0 – CONTINUING BUSINESS

3.1 New Building Update

Steve Kessler gave the progress report for the new building:

- Construction is following timeline. Building to be completed by end of February;
- Work is being done on the interior to finish office areas;
- Contract expenditures were reviewed. Anticipating a reduction in the traffic impact fee;

- Public Works will pay for water extension and electrical to the new building. Mosquito Control will pay Collins (contractor) for the work and invoice Public Works;

3.2 Board Appointments

Board positions filled by Michael Ciraulo, representing the City of Battle Ground; Roger Seekins and Randal King, representing Clark County commissioners were due for appointment.

A letter dated January 19, 2006 from the City of Battle Ground was received today, notifying the administrator of the reappointment of Michael Ciraulo. Communication with the Commissioners' office indicates that both Seekins and King have been reappointed; confirmation letters are awaiting the signatures of all three commissioners.

3.3 2006 Budget Update

What was thought to be restricted funds reported at the last meeting have been determined by the Clark County Auditor's office not to be restricted and are available in the general fund balance.

Joanne Roberts will request that in the future the fund balance appear on the revenue and expenditure report to complete the financial picture.

4.0 - NEW BUSINESS

4.1 Nominations for Board of Trustees

Roger Seekins, Kevin Weir, Eric Aakko conferenced on January 17, 2006, along with John Wiesman to consider nominations for the Board of Trustees. The committee offered the following nominees: Michael Ciraulo as Board President, Mark Rees as Vice-president and Raul Moreno to serve as Secretary-Treasurer.

The committee particularly recommended having the past president fill the vice-president position to serve as mentor to the new board and to assure continuity.

Motion to accept the nominations as presented, received second and passed unanimously.

4.2 Board Elections

Following confirmation that all three candidates were willing to serve, a motion was made to elect the nominees presented. Motion received a second and passed unanimously.

Michael Ciraulo was elected president, Mark Rees, vice-president; and Raul Moreno, secretary-treasurer.

Following the election, Mark Rees turned the leadership of the meeting over to Michael Ciraulo.

Appreciation for Mark's service as president was expressed by the new president, and affirmed by those in attendance.

4.3 Correspondence

- Letter to Clark County General Services listing furniture and equipment being transferred from the Health Department to the Mosquito Control District.

The administrative assistant was reminded to include these newly acquired items on the inventory to WGEP (insurance carrier).

4.4 Terms of Membership

Terms of membership and due dates for appointment or reappointment will be researched prior to the January meeting.

5.0 – FINANCIAL REPORT

- 5.1** Expenditures in the amount of \$267,953.96 for October through December, 2005 were reviewed and received approval by the Board.

6.0 – ADMINISTRATOR REPORT

6.1 Bylaws

John Wiesman noted the experience and expertise that Jonnie Hyde brings to the work of the bylaws. Jonnie presented the bylaw draft, which was reviewed and discussed by item. Comments and suggestions will be incorporated, and a new draft will be prepared for feedback before the April meeting.

6.2 Personnel Policies

The draft of Personnel Policies will be reviewed by Steve Kessler and Michael Ciraulo. Their edits and changes will be forwarded to Jonnie Hyde.

6.0 – OTHER

The Board affirmed that a report from the Crew Chief is a necessary part of all Board meetings.

7.0 - ADJOURNMENT

The above business being concluded, the meeting was adjourned at 8:15pm.

Respectfully submitted,

Joanne Roberts, Recorder

John Wiesman, Administrator

Raul Moreno, Secretary-Treasurer